



COMDTINST 16451.6  
SEP 10 1993

## COMMANDANT INSTRUCTION 16451.6

Subj: STANDARDIZATION OF ALTERATIONS TO MARINE ENVIRONMENTAL  
PROTECTION EQUIPMENT (MEPALTS) AND MAJOR MAINTENANCE  
FUNDING PROCEDURES

1. PURPOSE. This instruction establishes a system to standardize MEP equipment alterations and provides procedures for requesting major maintenance repair funding. These standardized alterations insure compatibility of National Strike Force and District pre-staged site equipment. To this end, the MEPALT system: (a) assigns responsibility and provides an approval chain for proposed alteration, and (b) insures that approved alterations are carried out for all affected equipment. This instruction also provides procedures for requesting major maintenance funding for MEP equipment.
2. ACTION. Commanding Officer, National Strike Force Coordination Center (NSFCC) and district commanders shall ensure that the provisions of this instruction for the standardization of alterations to MEP equipment and Major Maintenance funding procedures are followed.
3. DISCUSSION. Alteration and AFC-43 major maintenance funding requests, in letter form, may be initiated by the Commanding Officer NSFCC, Commanding Officer of any Strike Team or District Commanders. Major maintenance funding requests may also be in CASREP message form TO COMDT COGARD WASHINGTON DC//G-ECV-3/G-MEP//, INFO COGARD NSFCC ELIZABETH CITY NC. Letter requests are to be submitted to Commandant (G-ECV-3) via Commanding Officer NSFCC with advance copies to Commandant (G-ECV-3) and (G-MEP). Alteration requests

should provide as much detail as possible including drawings, photographs, references and possible sources of supply. Requests for major maintenance repairs shall also include how damage occurred, detailed cost estimate on materials and labor, and recommendations on how to prevent similar casualties in the future if applicable. Equipment cleaning and repair due to oil spill response shall be funded by the oil pollution fund or responsible party as appropriate. Beginning in FY94, routine preventative and corrective maintenance and spare parts will be funded by the NSFCC with AFC-30 funds under a national maintenance contract.

#### 4. PROCEDURES/RESPONSIBILITIES.

- a. INITIAL ACTION BY COMMANDING OFFICER NSFCC. Commanding Officer NSFCC will, upon receipt, comment and provide recommendations to Commandant (G-ECV-3) within 45 days of receipt. When using these procedures for equipment procured at the Strike Team level, a MEPALT serial number may be assigned by NSFCC for their own use which shall commence with "NSF \_\_\_\_". This is to ensure that there is no confusion with the 5 digit Headquarters MEPALT serial numbers. Commanding Officer NSFCC shall fund MEPALTS which they approve for equipment procured at the Strike Team level.
- b. ACTION TAKEN BY THE COMMANDANT (G-ECV-3). Commandant (G-ECV-3) will provide the research, engineering, design, implementation, and funding for the approved MEPALT. If a prototype evaluation is required, Commandant (G-ECV-3) will coordinate with Commanding Officer NSFCC and the national maintenance contractor or Commanding Officer USCG Research and Development Center to develop and test a prototype. Commandant (G-ECV-3) will be the approving authority on all major maintenance repair requests chargeable to AFC-43 funds when available. Commandant (G-MEP) and Commanding Officer NSFCC will receive information copies of all approved MEPALTS.
- c. ACTION TAKEN BY THE FIELD. The Strike Team Commanding Officers and District Commanders (m) are responsible for implementing MEPALTS to ensure that proper maintenance and standardization of MEP equipment under their control is completed. When the corrective action is completed a copy of the original MEPALT form, enclosure (2), shall be signed and returned to Commandant (G-ECV-3) with a copy to NSFCC and Commandant (G-MEP). Field units shall maintain a file of all pending and completed MEPALTS for equipment under their control.

5. FORMS/REPORTS. Enclosure (1) is a glossary of terms and description of the MEPALT numbering system. The MEPALT Approval Form CG-5040, RCN-16451-1, enclosure (2), in addition to approving and tracking alterations; is used by Commandant (G-ECV-3) to provide AFC-43 funds for major MEP equipment repairs which exceed \$2,000.

/s/ P. A. Burch Chief,  
Office of Engineering,  
Logistics and Development

Encl: (1)Glossary of Terms  
(2)Coast Guard Form CG-5040, MEPALT Approval Form 3

## GLOSSARY OF TERMS

1. MEPALT - A MEPALT is the Commandant's authorization for an alteration and is the only authority for such an alteration. The standard form is CG-5040 and it can also be used for approving major maintenance repair funding of standardized MEP equipment when it exceeds unit AFC-30 budget (\$2,000 or more).
2. Alteration - Alterations are defined as changes to the design or specifications for a particular piece of MEP equipment and its components which serve to correct design or other deficiencies as well as meet changes in operational requirements, eliminate safety hazards, or result in cost savings.
3. Repairs - all work not classified as an alteration. A repair is defined as work necessary to return an installation to its normal or authorized condition or function.
4. Class - a family of device whose functions are similar. An oil containment barrier belongs to the class of Oil Containment Boom.
5. Type - a subdivision of class based on operational parameters or special requirements. Air Deployable Anti-Pollution Transfer System (ADAPTS) TYPE I and III are examples of types within a class.
6. Sub-Type - a further division of type based on a further specialization to fulfill certain operational requirements. ADAPTS TYPE II, (Tropical) and ADAPTS TYPE II, (Arctic) are sub-type examples.
7. MEPALT Classification - MEPALT classification is unrelated to the class of the equipment affected. MEPALT are classified as follows:
  - (a) Classification A - Classification A alterations are of the utmost importance for correcting conditions that impair the safety and significant service characteristics of the particular piece of equipment affected.
  - (b) Classification B - Classification B alterations are of less urgency, but are of sufficient importance to enhance the operational characteristics of the equipment.
  - (c) Classification C - Classification C are major maintenance repair authorizations which apply to a specific individual equipment casualty. Generally the equipment description, part number or serial number will be provided in lieu of Type, Sub-type and serial class information.

Enclosure (1) to COMDTINST 16451.6 8.

8. MEPALT Numbers - Numbers are assigned by the Commandant (G-ECV-3). The basic MEPALT number consists of six words, letter groups or number groups. The first group is the MEPALT serial number which is used to sequentially number all MEPALTS. The second group is a letter which indicates the classification of the MEPALT. The third group is the class of MEP equipment involved. The fourth group is the type of MEP equipment involved. The fifth group indicates the sub-type affected. The last group is a serial number for MEPALTS in a particular class. Examples are given as follows:

	1		2		3		4		5		6
	MEPALT		CLASSI-		CLASS		TYPE		SUB-TYPE		CLASS
	SERIAL #		FICATION								SERIAL
(1)	00001	-	A	-	ADAPTS	-	ALL	-	ALL	-	0001
(2)	00002	-	A	-	ADAPTS	-	II	-	ARCTIC	-	0001

NOTE: THE CLASS SERIAL NUMBER NEED NOT BE THE SAME AS THE MEPALT SERIAL NUMBER. FOR EXAMPLE, CLASS SERIAL NUMBERS ARE ASSIGNED SEQUENTIALLY, IN CHRONOLOGICAL ORDER, WITHIN A CLASS.

DEPARTMENT OF TRANSPORTATION U. S. COAST GUARD CG 2040 (Rev. 3-92)	<b>Marine Environmental Protection Equipment Alteration (MEPALT) Approval Form</b>	MEPALT NUMBER														
<b>INSTRUCTIONS</b>																
1 Prepare copies for each addressee. Send a copy to each addressee with reproducible of plans. Retain a copy for file. Send information copy to Commanding Officer, National Strike Force Coordination Center (NSFCC). 2 Upon completion of a MEPALT the unit shall fill in the space provided; the completed copy shall be forwarded to Commandant (G ECV 3) with a copy to Commanding Officer, NSFCC. 3 Each unit shall maintain a file of all MEPALTS in serial order by the MEPALT serial number and a file for each class by class serial number.																
FROM  COMMANDANT (G ECV 3)	TO	DATE														
TYPE OF ALTERATION	DESCRIPTION (Briefly describe problem and solution)															
METHOD OF ACCOMPLISHMENT																
REFERENCES (Directives, publications, etc.)																
PLANS/DRAWINGS																
MATERIAL	LOCATION OF EQUIPMENT <table border="1"> <tr> <td>ESTIMATED COST</td> <td>NAME OF UNIT</td> <td>DISTRICT/AREA</td> </tr> <tr> <td>MATERIAL \$</td> <td rowspan="3"></td> <td rowspan="3"></td> </tr> <tr> <td>INSTALLATION \$</td> </tr> <tr> <td>TOTAL \$</td> </tr> <tr> <td colspan="3">COST ACCOUNTING DATA (Source and Subhead funding)</td> </tr> <tr> <td colspan="3">SIGNATURE OF SIGNING OFFICIAL</td> </tr> </table>		ESTIMATED COST	NAME OF UNIT	DISTRICT/AREA	MATERIAL \$			INSTALLATION \$	TOTAL \$	COST ACCOUNTING DATA (Source and Subhead funding)			SIGNATURE OF SIGNING OFFICIAL		
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SIGNATURE OF SIGNING OFFICIAL																
REPORT OF COMPLETION																
FROM	TO															
E MEPALT COMPLETED	COMMANDANT (G ECV 3)															
TOTAL COST	SIGNATURE AND TITLE															
MEPALT NUMBER																

(MEPALT) Approval Form